

Addendum 2 to 2017-2018 Undergraduate Catalog

Financial Aid and Scholarships

Financial Aid

The Financial Aid Office assists students with state aid and federal aid programs, such as grants, work-study, and loans. Scholarships and veteran education benefits are also coordinated through the Financial Aid Office. Financial Aid staff members are dedicated to assisting qualifying students in finding and applying for assistance to pay for educational expenses. Students should refer to our [website](#) for specific listings and criteria.

Phone: (479) 788-7090
Email: finaid@uafs.edu

Hours
Monday – Thursday: 8 am – 6 pm
Friday: 9 am – 5 pm

The Financial Aid Office is located on the second floor of the Smith-Pendergraft Campus Center.

APPLYING FOR FINANCIAL AID

Students must complete the Free Application for Federal Student Aid (FAFSA) to apply for federal financial aid programs and scholarships. The FAFSA should be submitted each year as soon after October 1 as possible. Completion of the FAFSA is also required to initially be considered for state financial aid programs such as the Arkansas Academic Challenge Scholarship. The FAFSA on the Web is available at www.fafsa.gov. Students can contact their high school counselor or the UAFS Financial Aid Office for information about completing the application. Once a student submits the FAFSA, it generally takes about 3-5 business days for the application to be received by the UAFS Financial Aid Office.

The Financial Aid Office at UAFS will only process applications for students who have been admitted to UAFS. Admitted students will have access to official communications through their UAFS email and My.UAFS account online. The UAFS Financial Aid Office will communicate directly with students through official communication channels only.

Students may access information online through My.UAFS by clicking the Students tab, then Financial Aid.

Financial aid disbursement for most programs will take place after the eleventh day of class for the fall and spring semesters. Disbursement can be delayed due to enrollment in late starting courses. Loan disbursements will also be delayed for first-time loan borrowers

ELIGIBILITY FOR FINANCIAL AID

To receive financial assistance, a student must be:

- A regularly admitted student and
- Seeking an eligible degree with UAFS

Most financial aid programs require students to be a United States citizen or eligible non-citizen, as defined by the U.S. Department of Education.

Eligibility for specific aid programs will be based on the student's enrollment, as of the eleventh class day. Undergraduate students must be enrolled in at least 6 credit

hours and graduate students must be enrolled in at least 5 credit hours to receive federal loans. Qualifying students may receive a prorated amount of the Federal Pell Grant based on enrollment status.

Enrollment status for federal aid programs are defined as:

- Full-Time: 12 or more credit hours
- Three-Quarter Time: 9 – 11 credit hours
- Half-Time: 6 – 8 credit hours
- Less-Than-Half-Time: 1 – 5 credit hours

Enrollment status for state aid programs are defined as:

- Full-Time: 15 or more credit hours
- Three-Quarter Time: 9 – 14 credit hours
- Half-Time: 6 – 8 credit hours

Students must also demonstrate satisfactory academic progress to receive financial assistance. The Satisfactory Academic Progress (SAP) policy for UAFS is summarized in the Satisfactory Academic Progress (SAP) for Financial Aid Applicants section of this handbook.

NOTE: Concurrent high school students, non-degree seeking students, and students classified as a lifelong learner or transient are not eligible to receive federal or state financial aid

PELL GRANT LIFETIME ELIGIBILITY USAGE (LEU) LIMIT

Students are limited to 12 full-time semesters, or 6 years of full-time enrollment, or 600% of Pell Grant eligibility during their lifetime. If a student attends less than full-time, it may extend the number of semesters of eligibility. This affects all students regardless of when or where they received their first Pell Grant.

ADDITIONAL FINANCIAL AID ELIGIBILITY REQUIREMENTS

Students must not owe an overpayment for any Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Direct Loan, Federal PLUS Loan, Federal Perkins Loan, or any state grant. Students must not be in default on a Federal Direct Loan, Federal PLUS Loan, or Federal Perkins Loan.

Students must submit all requested documents to the Financial Aid Office as soon as possible and before the end of the enrollment period or the last day of attendance, whichever occurs first, to qualify.

Students who do not meet the citizenship or eligible non-citizenship requirements as set forth by the U.S. Department of Education do not qualify for federal financial aid.

TYPES OF STUDENT LOANS

UAFS participates in the William D. Ford Federal Direct Loan Program, which is administered by the U.S. Department of Education.

- Direct Subsidized Loans: the government pays any interest accrued while the student remains enrolled at least half-time. A student must demonstrate financial need, as a result of the FAFSA, to receive a Direct Subsidized Loan.

- Direct Unsubsidized Loans: interest is accrued during all periods, including school enrollment and during grace and deferment periods.
- Direct PLUS Loans: unsubsidized loans for graduate students and parents of dependent students. PLUS loans help pay for educational expenses up to the cost of attendance minus all other financial assistance. Interest begins accruing with the initial disbursement.
- Direct Consolidation Loans: borrowers may consolidate any federal loans offered through different federal loan programs or held by different servicers into a single loan.

NOTE: Students and parents should visit www.studentloans.gov for more information on any federal loan program. The information included here is only a summary.

APPLYING FOR STUDENT OR PARENT LOANS

Students who are interested in applying for federal student loans must begin the process by completing the FAFSA. After the FAFSA has been processed by the Financial Aid Office, the student will be notified of the amounts for which they qualify.

The award notification will contain instructions on using My.UAFS to accept, decline, or reduce the amount of their loans. First-time borrowers are required to complete entrance counseling and sign a Master Promissory Note (MPN) at www.studentloans.gov. Please keep in mind that loan funds cannot be disbursed without confirmation of the Entrance Counseling or MPN.

Parents of dependent students may apply for the Federal PLUS Loan by visiting www.studentloans.gov and completing the application for the Parent PLUS Loan. This is a separate application; however, the FAFSA must be completed first.

LOAN CONSUMER INFORMATION

Federal consumer information regulations require that UAFS notify students how to contact the Federal Student Loan Ombudsman's Office. A student loan ombudsman works with student loan borrowers who need help with their federal loans.

Student loan issues should first be addressed by working with the UAFS Financial Aid Office. For unresolved issues, students may contact the FSA Student Loan Ombudsman Group as follows:

Website: <http://studentaid.gov/repay-loans/disputes/prepare>

Phone: (877) 557-2575

Fax: (606) 396-4821

Mail: U.S. Department of Education
FSA Ombudsman Group
P.O. Box 1843
Monticello, KY 42633

SATISFACTORY ACADEMIC PROGRESS (SAP) FOR FINANCIAL AID APPLICANTS

Students receiving federal financial aid are required to meet three separate requirements to maintain financial aid eligibility at UAFS. These requirements are NOT related to Academic Standing.

First, students are required to maintain a minimum 2.0 grade point average. Second, students are required to complete at least 66.66% of all credit hours attempted. Attempted hours include accepted transfer hours, repeated hours, withdrawals, and courses with a grade of F. Third, students must complete their degree within the maximum number of attempted credit hours allowed for their primary declared degree. Failure to meet these requirements will result in the loss of financial aid eligibility. These requirements are summarized below:

- Minimum GPA of 2.0
- 67% course completion rate, which is calculated by dividing the number of completed credit hours (includes courses with grades of A, B, C, or D and only the latest repeated course with grades of A, B, C, or D by the total number of attempted credit hours.
- Students have a maximum time frame to attempt 150% of the credit hours required to complete their published degree plan. Example: A bachelor's degree requires 120 hours, so $120 \times 150\% = 180$ hours allowed.

For the complete Satisfactory Academic Progress (SAP) policy, please visit the financial aid website.

FINANCIAL AID WARNING

Students who do not meet the minimum GPA or 66.66% completion rate will be placed on a financial aid warning for their next term of enrollment. Students are still eligible to receive financial aid while on financial aid warning; however, students must meet all requirements listed in the Satisfactory Academic Progress (SAP) for Financial Aid Applicants by the end of their warning semester, when progress is checked.

FINANCIAL AID SUSPENSION

A student who has failed to make SAP while on financial aid warning or exceeds the maximum time frame allowed will be placed on financial aid suspension. Financial aid suspension means the student is not eligible to receive federal or state financial aid. The student may only regain eligibility by meeting the minimum standards or by an approved appeal.

FINANCIAL AID APPEAL

If extenuating circumstances exist that hindered the student's success, he or she can submit an appeal. If the financial aid appeal is approved, the student will be placed on an academic plan and may continue to receive financial aid as long as conditions of the academic plan are met. The Financial Aid Appeal form is available online and can be printed from the financial aid [website](#).

STUDENT EMPLOYMENT

Numerous on-campus jobs are available to students attending UAFS and are coordinated through the UAFS Financial Aid Office. Students must complete the UAFS Student Employment Application to be considered for on-campus employment. Students can be employed in either of two programs listed as follows:

- Federal Work-Study Program - Students work up to 15 hours per week and are paid the federal minimum wage. Student wages are paid by funding received from the federal government. Students must complete a FAFSA and

demonstrate financial need to be considered for federal work-study positions.

- University Work-Study Program - Students work up to 15 hours per week and are paid the federal minimum wage. All student wages are paid by UAFS, not from federal sources, and are not based on financial need. Students are not required to complete the FAFSA to be considered for a position.

FINANCIAL AID FOR TRANSFER STUDENTS

According to federal regulations, any student applying for federal financial aid who is transferring from another school during the academic year must have their FAFSA information sent to UAFS. To make this change, go to www.fafsa.gov to add UAFS' federal school code, 001110. Additionally, all coursework accepted from previous institutions will be used in the determination of satisfactory academic progress. An official transcript from each institution attended must be submitted to the Records Office. The Financial Aid Office will determine if the student has any remaining eligibility for federal or state programs.

MILITARY TUITION ASSISTANCE, ACTIVE DUTY, AND ARKANSAS NATIONAL GUARD

UAFS participates in Federal Tuition Assistance programs for all branches of service. Please contact your education office at your base to apply for tuition assistance. Provide your tuition assistance authorization form each semester to the VA Coordinator in Financial Aid.

The Arkansas Air and Army National Guard has instituted a new National Guard Tuition Assistance (NGTA) program effective fall 2017, as established by Act 471 and located in Arkansas Code Section 6-61-214, allowing all eligible National Guard soldiers to attend a state-supported institution of higher education tuition-free. This benefit will offer tuition assistance for a maximum of 120 credit hours. The NGTA can only be used to obtain an undergraduate degree, and cannot be used by soldiers who have previously been awarded a bachelor's degree. The NGTA is a last payer program and therefore will be applied after all other federal and state grants and scholarships awarded via FAFSA and YOUNiversal application have been applied to the student's account.

National Guard soldiers wanting to participate in the NGTA will obtain the application and Statement of Understanding through the Arkansas National Guard Education website each semester. Soldiers must have submitted the FAFSA and the Arkansas YOUNiversal Financial Aid Application. More information, rules, and regulations can be found on the Arkansas National Guard Education website.

VETERANS EDUCATIONAL BENEFITS - GI BILL®

Active duty and veteran service members and their dependents may be entitled to VA Educational Benefits under a specific GI Bill®. To find out if you are eligible, contact the VA at 1-888-GIBILL-1. Students who have applied for VA Educational Benefits and approved by the VA will receive a Certificate of Eligibility (COE) in the mail. This copy of the COE should be provided to the VA certifying official in the Financial Aid Office. UAFS does not determine eligibility. The VA alone makes the determination of benefit eligibility.

Students using VA Educational Benefits are responsible for knowing and understanding the rules and regulations concerning academic standards as they relate to those benefits. No payment of VA Educational Benefits will be made for auditing a course or for a course that is not verified by the VA certifying official as a course that applies to a degree program or career objective.

Students qualifying for VA Educational Benefits may also qualify for the VA work study program. Students interested must complete VA form 22-8691 (JUL 2012), Application for Work-Study Allowance, and return to the VA certifying official in the Financial Aid Office. If the student is approved by the VA to participate in the program and a position is open, the student will be contacted for an interview by the VA certifying official.

All inquiries concerning VA Educational Benefits should be addressed to the VA at 1-888-GIBILL-1. Complete information about VA Educational Benefit programs and requirements can be found at www.benefits.va.gov.

Scholarships

UAFS offers several scholarship opportunities to prospective students. Incoming freshman applying for Freshman Prestigious Scholarships must complete a separate application in addition to being accepted for admissions by the published deadline. Incoming freshman applying for our Freshman Merit Scholarships will automatically be considered, as long as they are accepted for admission by the published deadline. No separate application is required for the Freshman Merit Scholarships. There are a limited number of scholarships available so students will be considered as long as funding is available. Information on all UAFS Scholarships, including deadlines and criteria is available at <http://admissions.uafs.edu/scholarships>.

UAFS scholarships are awarded in varying amounts and are based on specific criteria, such as academic achievement and potential, talent, major, and financial need. Deadlines for scholarships vary and can be seen on the website mentioned above.

Students receiving external scholarships should notify the scholarship advisor within the Financial Aid Office. Award letters will be required to verify amounts and duration of the external scholarship. Funds will not be made available to the student until the external scholarship check is received by the Cashier's Office.

Act 1180 of 1999 provides that when a student receives public funds, federal or state, the student's total aid awarded cannot exceed the cost of attendance. This means a student's financial aid is limited to the cost of attendance. The Financial Aid Office monitors awards to prevent an over-award from occurring; however, unexpected receipt of funds can cause an adjustment to be made without notification. Please contact the Financial Aid Office with any questions.

General UAFS Foundation scholarships are offered through the generosity of community donors and friends of the university.

Arkansas Department of Higher Education Scholarship and Grant Programs

Several scholarships and grant programs are available through the State of Arkansas. They include the Arkansas Academic Challenge Scholarship and several others. For more information about deadlines and to apply, go to <http://scholarships.adhe.edu> and complete the YOUNiversal Application.